

Vacancy Details

Personnel Notice: 68-15
Date Announced: 06/23/2015
Closing Date: 7/10/2015
Command: NAVSEA
Grade: GS-15
Type: Associate Counsel, Section Head Civilian Personnel Law

There is a vacancy for a senior attorney to serve as Section Head for the Civilian Personnel Law (CPL) and Special Projects Section within the Office of Counsel, Naval Sea Systems Command (NAVSEA). The position is located at NAVSEA Headquarters, which is located at the Washington Navy Yard, 1333 Isaac Hull Avenue, S.E., Washington, D.C. NAVSEA is responsible for the development, acquisition, and maintenance of all U.S. Navy ships, shipboard systems, and ordnance for the Navy, with an annual budget of approximately \$30 billion and a workforce of roughly 53,000 military and civilians. The NAVSEA Office of Counsel includes more than 100 lawyers located at the Washington Navy Yard Headquarters and in 21 field offices throughout the U.S. They provides clients with a full range of legal services in the practice areas assigned to the Department of the Navy Office of the General Counsel (OGC), including CPL, labor law, acquisition law, environmental and occupational safety & health (OSH) law, intellectual property law, and litigation in various forums.

The CPL Section Head directly supervises a staff of seven attorneys and one paralegal and serves as a legal advisor to NAVSEA management and Human Resources on civilian personnel matters. The CPL Section is responsible for providing advice and representation in all areas of CPL, including matters pertaining to the Equal Employment Opportunity Commission (EEOC), the Merit Systems Protection Board (MSPB), federal court litigation, labor law matters, disciplinary actions, performance appraisals and requests for reasonable accommodation. The CPL Section is also responsible for providing advice regarding the Freedom of Information Act (FOIA), the Privacy Act, ethics/standards of conduct and fiscal law.

This position will be filled at the GS-15 level and the successful candidate must have at least five and one-half years of recent, substantial and relevant experience.

Applicants will be evaluated on: 1) the depth, breadth and quality of their CPL, including successful civilian personnel litigation experience before the EEOC, the MSPB, in federal courts and before arbitrators; 2) the ability to lead and manage attorneys; 3) excellence in both written and oral legal advice to include legal analysis, research and communication skills; and 4) interpersonal skills, including the ability to work well with clients. Supervisory experience or team lead experience overseeing the work of other attorneys is preferred.

To be eligible for selection, the successful applicant must: 1) be eligible to obtain and maintain a Secret security clearance; 2) have graduated from a law school accredited by the American Bar Association; 3) be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia and be admitted to practice before a state or federal court; and 4) be a U.S. citizen.

The position requires periodic travel.

Interested attorneys should submit a SF-171, OF-612 or resume, two legal writing samples and the two most recent performance appraisals, if available. Electronic submissions are preferred and should be sent to Mr. Andrew Saunders at Andrew.Saunders1@navy.mil. If necessary, applications may be sent via Fed Ex or similar means to:

Mr. Andrew Saunders
Naval Sea Systems Command
Office of Counsel (Code OOL)
Stop 1150
1333 Isaac Hull Avenue SE
Washington, D.C. 20376-1150

For more information on this position, interested attorneys are encouraged to contact Andrew Saunders at (202) 781-3104 or Jeffrey Epstein at (202) 781-2856 or by e-mail at Andrew.Saunders1@navy.mil or Jeffrey.Epstein@navy.mil.

This personnel notice closes at 11:59 pm EDT on July 10, 2015, and applications must be received by that date to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel,

processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:

https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

Relocation expenses may be paid, but are not guaranteed. If relocation expenses are a requirement, the applicant should state their requirement for this expense in the application package.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.